

**PROFESSIONAL SERVICES CONTRACTOR
SOIL EROSION AND SEDIMENTATION CONTROL (SESC) PLAN
SUPPLEMENTAL GUIDANCE**

DEPARTMENT OF MANAGEMENT AND BUDGET
FACILITIES ADMINISTRATION, DESIGN AND CONSTRUCTION DIVISION
SOIL EROSION AND SEDIMENTATION CONTROL PROGRAM
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As part of the professional services contract, the design consultant should develop a SESC plan for all earth changes of one acre or more or within 500 feet of Waters of the State. The professional services contractor should complete the *Professional Services Contractor Soil Erosion and Sedimentation Control Design Checklist* for the project and submit the checklist with the proposed SESC plan to Department of Management and Budget (DMB) for review and approval.

The SESC plan developed by the professional services contractor should include:

1. A site location sketch with the distances from the proposed earth change to the nearest lakes, streams, and/or wetlands. If available, include a legal description of the site property.
2. A soils survey for the site or written description of the soil types of the proposed earth change. If site specific soil information is not available, use the county's soil conservation survey for information on the site.
3. A drawing to scale that includes: predominant land features at the site; the existing and proposed final contours; the outline of the physical limits of each proposed earth change; location of existing and proposed on-site drainage and dewatering facilities; and location of proposed SESC measures using the DMB keying system.
4. The DMB SESC details, including text, for all proposed SESC measures for a site. The details cover installation and removal of the temporary SESC measures. At a minimum, SESC measures should address protection of storm drains and/or water bodies, dust control, and vehicular tracking (stabilized construction access and sweeping), as needed.
5. General timing and sequence of the proposed earth change. This can be generic sequence of events, with the excavation contractor providing specifics on actual dates. This should include SESC measures maintenance during the project and what is the proposed maintenance after the project for permanent SESC measures (such as seeding, detention basins, etc.) and who is responsible for the maintenance of permanent SESC measures.

The *Professional Services Contractor Soil Erosion and Sedimentation Control Design Checklist* includes additional items that must be addressed in the SESC plan in order for the project to obtain a SESC permit. For additional information on SESC plan requirements, refer to the DMB website at <http://www.michigan.gov/dmb/0,1607,7-150-9152-155023--00.html>, the *DMB Soil Erosion and Sedimentation Control Guidebook*, and SESC rules

and regulations (Soil Erosion and Sedimentation Control – 1994 PA 451, Part 91 and Part 17, as well as Michigan’s Permit-by-Rule for Construction Activities, Part 21).

The following is some suggested language for inclusion in the SESC plan to help meet the permitting requirements.

Specification

1. All work under this Contract must meet the storm water management requirements of the Project and comply with the applicable Soil Erosion and Sedimentation Control (SESC) rules and regulations (Soil Erosion and Sedimentation Control – 1994 PA 451, Part 91, as amended, MCL 324.9101 et seq.) and specific provisions and regulations for same within the Contract Documents. The Department of Management and Budget, Facilities Administration, an Authorized Public Agency (APA), has promulgated standard procedures and specifications for erosion control that shall be considered a part of the Contract Documents. SESC measures will be monitored and enforced by Facilities Administration through the review of the Contractor’s implementation plans and site inspections. Facilities Administration or the Professional will notify the Contractor in writing of any violation(s) of the applicable SESC statutes and/or the corrective action(s) undertaken by the Owner and may issue stop work orders. Facilities Administration has the right to assess a fine to the Contractor for noncompliance with the provisions of the Contract Documents and/or SESC regulations applicable to this work and fines shall be in addition to any other remediation costs or liquidated damages applicable to the project and may exceed the value of the Contract.

Drawings - Soil Erosion and Sedimentation Control Notes

1. All work shall comply with the applicable Soil Erosion and Sedimentation Control (SESC) rules and regulations (Soil Erosion and Sedimentation Control – 1994 PA 451, Part 91, as amended, MCL 324.9101 et seq.).
2. All earth changes of one acre or more or within 500 feet of Waters of the State require a SESC permit. If a SESC permit is required the professional services contractor (design consultant) shall prepare an SESC plan. The SESC plan shall address both wind and water erosion and sedimentation.
3. The contractor shall review the design consultant’s SESC plan in order to prepare and issue for approval an “SESC Implementation Plan”, which indicates the contractor’s intended implementation of the SESC plan for the project, including a schedule.
4. The DMB SESC Program, upon approval of the implementation plan, will issue the contractor an “Authorization to Proceed with Earth Change”, which is to be posted at the jobsite. This document is issued in lieu of a permit from the county or other local enforcing agency.
5. The contractor shall implement soil erosion and sedimentation control measures as required by the project’s SESC plan, SESC Implementation Plan, DMB’s Soil Erosion and Sedimentation Control Guidebook, dated February 2005, and as

directed by the Professional Services Contractor, DMB SESC inspector, and/or DMB Project Director. The DMB SESC inspector shall inspect the site weekly and after significant rain events.

6. The contractor shall install temporary erosion and sedimentation control measures prior to or upon commencement to earthwork activities.
7. The contractor will perform sweeping as needed to remove any sediment tracked off site. Frequency of sweeping will be based on site conditions.
8. The contractor will perform dust control as needed based on site conditions.
9. Disturbed areas that will remain idle during construction must be temporarily stabilized, including soil stockpiles, using DMB SESC Best Management Practices.
10. The contractor shall maintain and inspect SESC measures throughout the course of the project. Recommend inspecting and maintaining erosion and sedimentation controls on a daily basis. At a minimum, the contractor shall inspect and maintain SESC measures once a week and after rain events.
11. The contractor shall correct non-conforming SESC measures within 24 hours, if Waters of the State are being impacted or within 48 hours for routine maintenance items. Other SESC maintenance shall be completed as soon as possible but never more than five (5) days after detection.
12. The contractor shall complete permanent soil erosion control measures for any disturbed land area within 5 calendar days after final grading or the final earth change has been completed. The contractor shall maintain temporary control measures until permanent soil erosion control measures are in place and the area is stabilized.
13. The contractor shall remove temporary erosion control measures after permanent soil erosion measures are in place and the area is stabilized. Care shall be taken during removal to prevent soil erosion and sedimentation.
14. After the completion of the project, permanent SESC measures will be maintained by the property owner.

The SESC plan (drawings and specifications) should be provided to the DMB SESC program for review. To facilitate the review, the entire drawing set does not need to be submitted. If feasible, it is recommended that the SESC drawings be limited to one or two sheets. If more drawing sheets are required, it is requested that a small copy of drawings (8.5 by 11 or 11 by 17 inches) also be provided. If the SESC plan includes parts of the project specification and supporting documents, then the SESC drawings should include a reference to the location of any SESC information in the specifications.

After the DMB SESC program has reviewed the SESC plan, comments will be provided to the consultant. When the SESC plan is finalized, a copy should be provided to the contractor, field inspector, and the DMB SESC program.

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